

CAPITAL IMPROVEMENT COMMITTEE

MEETING MINUTES: October 28, 2015

MEETING CALLED TO ORDER BY: Keith Tavares @ 6:03 p.m. in the Planning Board Room.

ATTENDING: Chairman Keith Tavares, Chairman Vice Chairman Noah Escaler, Clerk Susan Rutter, Steven Rutter, Sean Cadime, Town Administrator.

ITEM 1 -Voted to approve meeting minutes from October 13, 2015. Steve Rutter made the motion to approve and it was seconded by Noah Escaler.

ITEM 2– Sean Cadime handed out the Capital Improvement Plan binders for Fiscal year 2016 . He gave us a brief overview and answered some questions. Suggested we set up meetings with Department heads. Maybe attend one of their meetings and/or invite them to ours. We need to build our recommendations by January 15, 2016. Keith assigned each board member departments to review. Steve Rutter: Communications and Public Works, Noah Escaler: Human Services and Police, Susan Rutter: Library, Board of Health and Animal Control and Keith Tavares: Parks and Recreation, Fire Department and Finance/MIS. Shawn recommended we have a joint meeting with the department heads of Police, Fire, and Communications during the week of 11/9 to discuss the Radio Study.

Next meeting is November 4, 2015 at 6 p.m. in the Planning Board Room

MEETING ADJOURNED AT 6:31 p.m.